

# DISABILITY ADVISORY COMMISSION

Office of Equality Assurance  
City of San José . Public Works Department  
200 East Santa Clara Street  
San José, California

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## MINUTES

January 14, 2008

### Commissioners Present

Susan Espinoza  
Emma Eljas  
Anette Howell  
Erik Kaeding  
Jeffrey Lewis  
Kevin Lichtenberg  
Susan Souza  
Karl Vidt (Commissioner Emeritus)

### Commissioners Absent

Mary Brown  
Jackie O'Donnell  
Otila Salazar  
Aaron Morrow (Commissioner Emeritus)

### Council Liaison Present

Stephanie Holm for Councilmember Pyle

### Staff Present

Steve Wing, ADA Coordinator  
Kimberly Shunk, Emergency Services  
Diane Urban, Police  
Nick Thomas, Fire  
Mona Favorite-Hill, City Manager - PIO

#### **1. Call to Order**

Chair Espinoza called the meeting to order at 4:05 p.m. Chair Espinoza welcomed new commissioners Howell and Lichtenberg.

#### **2. Orders of the Day & Agenda Approval**

Upon the motion of Commissioner Kaeding, seconded by Commissioner Eljas, the Orders of the Day and Agenda were unanimously approved.

#### **3. Approval of November 19, 2007 Minutes**

Commissioner Kaeding provided revisions to the item #11g of the minutes. Upon the motion of Commissioner Kaeding, seconded by Commissioner Lewis, the minutes were approved unanimously as amended with Commissioner Eljas abstaining.

#### **4. Oral Petitions**

None

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## **5. Council Liaison Report**

Stephanie Holm welcomed the new commissioners. Ms. Holm reported that the Mayor had made some significant appointments of various councilmembers to various committees and boards. Councilmember Pyle was appointed to serve on the Board of Directors of the Santa Clara Valley Transportation Authority along with Councilmembers Campos, Cortese, Williams and Liccardo. Ms. Holm also reported that a constituent had inquired about installing induction loop assistive listening systems in City facilities to assist people who are hard of hearing. She noted that ADA Coordinator Steve Wing informed her that the City has portable assistive listening devices available upon request, but will review the feasibility and cost of installing induction loop systems.

## **6. Chairperson Report – Susan Espinoza**

Chair Espinoza passed out flyers to inform the Commission of two upcoming events that may be of interest. Councilmember Oliverio is hosting an Emergency Preparedness Forum on Saturday, February 2, 2008 and there will be a Vulnerable Populations Sheltering Plan meeting on January 23, 2008 hosted by the Volunteer Center of Silicon Valley. Chair Espinoza also informed the Commissioner Randy Tamez resigned from the Commission.

## **7. Santa Clara County Disability Advisory Commission Liaison Report – Aaron Morrow**

No report.

## **8. Senior Commission Liaison Report – Richard Kohl**

No report.

## **9. Draft ADA Sidewalk Transition Plan**

This item was deferred to the next Commission meeting in February.

## **10. Update on the ADA accessibility self-evaluation of the City's emergency preparedness plans, services and programs.**

Steve Wing provided an overview of the staff report that was included in the DAC agenda packet. He indicated that many City departments have responsibilities for planning and carrying out the numerous responsibility areas included in emergency preparedness area. A staff working group of representatives from several City departments, including Emergency Services, Police, Fire, City Manager PIO, General Services, PRNS, Housing and DOT has been established to conduct the accessibility evaluation.

Kimberly Shunk provided an overview of several initiatives staff has undertaken since the report provided to the Commission last April: 1) In response to federal

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Homeland Security funding requirements, the City is participating with a Bay Area region wide Mass Care Workgroup which will include improving the region's ability to serve special needs populations; 2) San Jose's Office of Emergency Services (OES) is providing funding support to CADRE (for Collaborating Agencies Disaster Relief Effort). One of CADRE's key initiatives is the Vulnerable Population Coalition Plan which is a cooperative approach to identify, define and formulate a protocol for local emergency managers and first responders to deliver more effective disaster services to those with special needs.; 3) OES is also providing funding support to the Volunteer Center for Silicon Valley to develop a comprehensive vulnerable populations shelter plan, and 4) the City has formed a staff working group for special needs populations that will conduct the accessibility evaluation that will focus on plans and procedures in the areas of Preparation and Advance Planning, Communication Before, During and After an Emergency, Evacuation and Transportation, and Care & Shelter.

Both Ms. Shunk and Mr. Wing stressed that the staff working group needed help from the Commission and other disability groups to review and provide input on the evaluation and that we would develop a schedule of when we would return to the Commission for further dialog.

Commissioner Vidt asked who would be involved in conducting ADA surveys of shelter facilities and offered his assistance. He also said that it would be important for plans to ensure that people with disabilities were integrated into general mass care shelters and that efforts should be made to keep them together with their families, friends and assistants. Commissioner Lewis commented that while private nursing homes and other board and care facilities are supposed to have their own emergency plans, special attention is needed to ensure they are covered. Commission Eljas commented that this was a good time to be reviewing this topic because of the Katrina experience has gotten people's attention. Commission Kaeding and Chair Espinoza had received emergency training from San Jose Prepared and commented that more could be included in the training concerning the needs of people with disabilities. There was additional discussion and dialog concerning effective communication among several commissioners and staff.

In response to questions from commissioners, staff indicated they hoped to complete the shelter plan within a year to a year and a half and that we need to do further analysis to identify what issues will need to be addressed in the evaluation before we could develop a more specific timeline. Staff will develop a schedule of when we will report back to the Commission.

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## **11. Standing Commission Items**

All items were deferred to the next Commission meeting.

## **12. ADA Coordinator Report**

Report deferred to next Commission meeting.

## **13. Announcements**

There were no announcements.

## **14. Agenda Development**

No items suggested at this time.

## **15. Adjournment**

The meeting adjourned at 5:30 p.m.